

LIBRARY SERVICES

Books, Videos, DVDs, Audios, Magazines: These Items may be borrowed for two weeks and may be renewed one time by phone (402-892-3235) or at the desk.

Puzzles, Cake Pans, Misc. : These items may be checked out for two weeks.

Interlibrary Loan: Books, videos, audios, and/or periodicals are available for \$2.00 per item. This includes return postage.

Computers: Internet accessible computers are available for public use. Patrons younger than 18 must have an **Internet Permission Form** signed by a parent or guardian.

Scanner and Fax Machine: The cost for a scanned copy is 50 cents per page for black ink or \$1.00 per page for a color copy on plain paper. Color copies on glossy or photo matte paper will be \$2.00 per page. Faxes may be sent and received at the Library. The cost is 50 Cents per page to receive a fax and \$1.00 per page to send one.

Copy Machine: The cost for copies is 10 cents per page on plain paper. (Black ink)

Microfilm reader/printer: The Colfax County Press is on microfilm from 1904 to the present. Some issues are missing. The cost of printing items from Microfilm is 10 cents per page on plain paper.

Laminator: Clippings, pictures, poster board, and newspaper size sheets can be laminated for \$1.00 per running foot. (\$1.00 minimum)

Newspapers: The Colfax County Press and The Schuyler Sun are available for patrons to read. Back issues of these two weekly papers are kept for two years.

Reference Books: Special books marked "REF" are for use only in the library.

Displays: The display case is available to anyone wishing to share his/her collections. Interested patrons may contact the librarian for schedules and availability.

Paper Cutter, Typewriter, Slide Projector, and Audio Cassette Player: Patrons may use these items within the Library at no cost. Contact the Librarian for availability.

Meeting Room: Individuals and non-profit groups may use the meeting room at no cost. Contact the librarian to reserve the room. Regulations for usage are posted in the meeting room.